

Carleton Rode Jubilee Hall Multi Use Games Area (MUGA)

User Guide

<u>Do's</u>	<u>Dont's</u>
Let CRSC staff know you have arrived or make arrangements with the booking secretary for opening the MUGA	Let people on the court who are not part of your booking
Let staff know if there are any issues on the surface (leaves, stones etc)	Let people bring glass bottles or chewing gum on to the pitch
Let staff know when you leave or arrange closure with the booking secretary	Undertake activity which may cause damage to the surface, equipment or participants
Ensure all borrowed equipment is returned	Turn up too early or allow your session to run over
All users are wearing appropriate shoes	Do not allow anyone to smoke on the MUGA
Ensure participants are aware of the risks associated with using the MUGA	Do not allow animals (other than assistance dogs) on the MUGA
Ensure suitable first aid equipment is available for your session (some first aid equipment can be located in the Social Club but trained staff are not always on site so should not be relied upon)	Leave rubbish behind - please dispose of it appropriately
Ensure you have emergency contact details for all your participants	Let anyone climb on the fence
Report any accidents / injuries or issues to the booking secretary	
Remember to check the playing surface and perimeter walls/fencing for any additional risks prior to use	
Raise the alarm to staff if there is a risk of fire	
Ensure spectators view from outside the MUGA for their own safety	